SOLICITATION

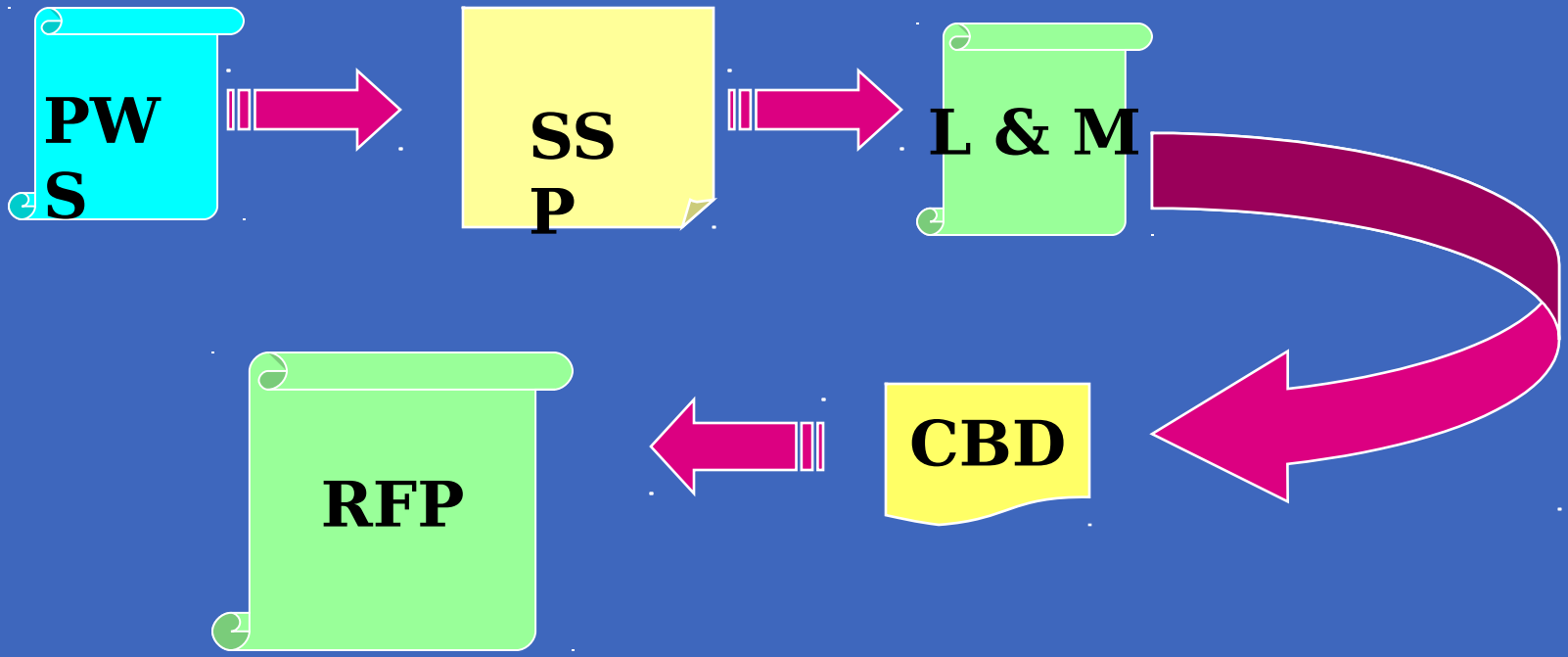
QUARTERLY EMPLOYEE BRIEFING

PRESENTED BY:

EFA NORTHWEST
FISC PUGET SOUND

March 2001

CONTRACTS



PRE SOLICITATION

- Phase 1:
- Create the Source Selection Plan
  - Defines the criteria by which offers will be evaluated.
  - The SSP will be used to evaluate both the government's offer and contractor's offers.

MARCH 2001

PRE SOLICITATION

- Phase 2:
- Create Sections L and M of the RFP.
  - Section L provides instructions to the offerors
  - Section M identifies how the contractor's offers will be evaluated.

PRE SOLICITATION

Phase 3:

- **Prepare an Independent Government Estimate**
  - **Comptroller uses the IGE to commit funds prior to solicitation.**
  - **One method used by the Contracting Officer to determine the price fair and reasonable.**

PRE SOLICITATION

Phase 4

- **Industry Conference / RFI**
  - **Post the PWS for review**
  - **Identify possible Interested Parties**
  - **Provide information**

SOLICITATION

Phase 5:

- **Synopsize in the CBD**
- **Prepare and Issue Solicitation**

Phase 6:

- **Conduct Pre-proposal Site visit**

PRE-PROPOSAL SITE VISIT

- Contractors visit the various work sites to better understand
  - working conditions,
  - inspect existing facilities
  - geographic dispersion of the bases,
  - logistic constraints,
  - and how these hurdles can influence performance and pricing.

SOLICITATION

Phase 7:

- **Respond to written questions regarding the solicitation**
- **Issue amendments to the solicitation, as necessary**

SOLICITATION

Phase 8:

- **Receipt of initial offers**
  - **Safeguard all proposals**
  - **Including the Government's MEO**

SOURCE SELECTION PROCESS

- **DEFINITION OF BEST VALUE**
  Evaluation of factors such as technical superiority and past performance against cost to determine which offer represents the best value to the Government.

SOURCE SELECTION PROCESS

Phase 9:

Evaluation of Proposals

- **Majority of effort performed by**
  - **Contracting Officer**
  - **Technical Evaluation Panel**
  - **Source Selection Board**
  - **Source Selection Authority**

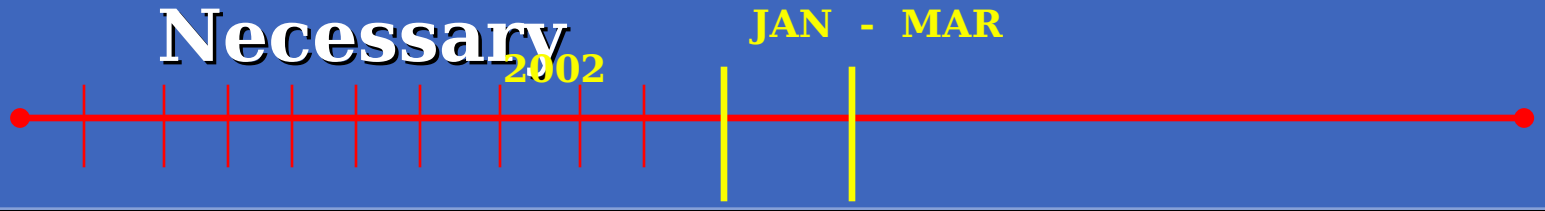
SOURCE SELECTION PROCESS

Phase 10:

- **Select Best Value Contractor**

Phase 11

- **Compare Government Management Plan to Best Value Contractor's offer**
  - **Perform Technical Leveling if Necessary**



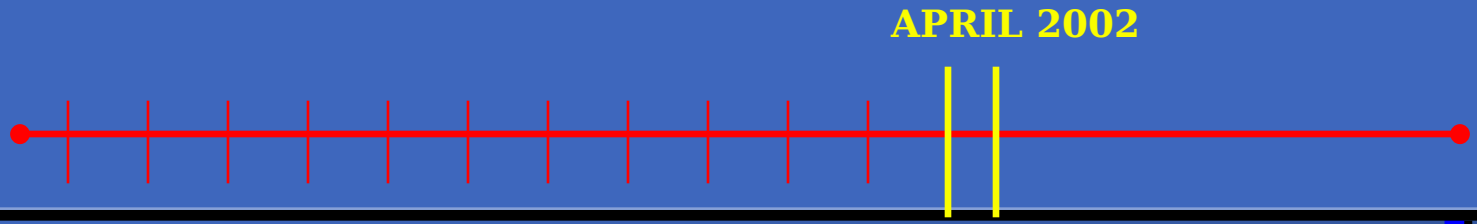
SOURCE SELECTION PROCESS

Phase 12

- **Cost Comparison**
  - **Government IHCE**
  - **Best Value Contractor's Offer**

Phase 13

- **Tentative Decision**



The End

Phase 14

- **Administrative Appeal Period**
  - 20-30 days to file an appeal
  - Appeal Authority has 30 days to review and make their final decision

Phase 15 Final Decision